

European Aviation Safety Agency
OPINION No 01/2013
**‘Authority, Organisation and Operations
Requirements for Aerodromes’**

**Consolidation of Emergency Planning and Rescue and Fire Fighting Service rules
from the above**

Note: These rules are proposed by EASA and now go to the European Commission and Parliament for amendment and/or approval.

Quick guide:

AR	Authority Requirements e.g. CAA
OR	Organisation Requirements e.g. aerodrome operator
OPS	Operational Requirements e.g. procedures, infrastructure, data
AMC	Acceptable Means of Compliance
CS	Certification Specifications
GM	Guidance Material – where appropriate

Applicable to the State

Article 11 of the proposed regulation

Local community emergency plan

Member States shall ensure that a local community plan for aviation emergency situations in the aerodrome local area is established.

IMPLEMENTING RULES - these will be direct EU law

ANNEX II

Part Organisation Requirements - Aerodrome Operators (Part-ADR.OR)

SUBPART D – MANAGEMENT (ADR.OR.D)

ADR.OR.D.017 Training and proficiency check programmes

- (a) The aerodrome operator shall establish and implement a training programme for personnel involved in the operation, maintenance and management of the aerodrome.
- (b) The aerodrome operator shall ensure that unescorted persons operating on the movement area or other operational areas of the aerodrome are adequately trained.
- (c) The aerodrome operator shall ensure that persons referred to in (a) and (b) above have demonstrated their capabilities in the performance of their assigned duties through proficiency check at adequate intervals to ensure continued competence.
- (d) The aerodrome operator shall ensure that:
 - (1) adequately qualified and experienced instructors and assessors for the implementation of the training programme are used; and
 - (2) suitable facilities and means are used for the provision of the training.
- (e) The aerodrome operator shall:

- (1) maintain appropriate qualification, training and proficiency check records to demonstrate compliance with this requirement;
- (2) on request, make such records available to its personnel concerned; and
- (3) if a person is employed by another employer, on request, make such records of that person available to that new employer.

ADR.OR.D.035 Record keeping

- (a) The aerodrome operator shall establish an adequate system of record keeping, covering all its activities undertaken under Regulation (EC) No 216/2008 and its Implementing Rules.
- (b) The format of the records shall be specified in the aerodrome manual.
- (c) Records shall be stored in a manner that ensures protection from damage, alteration and theft.
- (d) Records shall be kept for a minimum of five years, except that the below records shall be kept as follows:
 - (1) the aerodrome certification basis, the alternative means of compliance in use and the current aerodrome or aerodrome operator certificate(s), for the lifespan of the certificate;
 - (2) arrangements with other organisations, for as long as such arrangements are in effect;
 - (3) manuals of aerodrome equipment or systems employed at the aerodrome, for as long as they are used at the aerodrome;
 - (4) safety assessment reports for the lifetime of the system/procedure/activity;
 - (5) personnel training, qualifications, and medical records as well as their proficiency checks, as appropriate, for at least four years after the end of their employment, or until the area of their employment has been audited by the Competent Authority;
 - (6) the current version of the hazard register.
- (e) All records shall be subject to applicable data protection law.

ANNEX III

Part Organisation Requirements - AerodromeS (Part-ADR.OPS)

SUBPART B – AERODROME OPERATIONAL SERVICES, EQUIPMENT AND INSTALLATIONS (ADR.OPS.B)

ADR.OPS.B.005 Aerodrome emergency planning

The aerodrome operator shall have and implement an aerodrome emergency plan that:

- (a) is commensurate with the aircraft operations and other activities conducted at the aerodrome;
- (b) provides for the coordination of appropriate organisations in response to an emergency occurring at an aerodrome or in its surroundings;

- (c) contains procedures for periodic testing of the adequacy of the plan and for reviewing the results in order to improve its effectiveness.

ADR.OPS.B.010 Rescue and firefighting services

- (a) The aerodrome operator shall ensure that:
 - (1) aerodrome rescue and firefighting facilities, equipment and services are provided;
 - (2) adequate equipment, fire extinguishing agents and sufficient personnel are available in a timely manner;
 - (3) rescue and firefighting personnel are properly trained, equipped and qualified to operate in the aerodrome environment;
 - (4) rescue and firefighting personnel potentially required to act in aviation emergencies demonstrate their medical fitness to execute their functions satisfactorily, taking into account the type of activity.
- (b) The aerodrome operator shall establish and implement a training programme for persons involved in rescue and firefighting services of the aerodrome;
- (c) The aerodrome operator shall implement proficiency checks at adequate intervals to ensure continued competence;
- (d) The aerodrome operator shall ensure that:
 - (1) adequately qualified and experienced instructors and assessors for the implementation of the training programme are used, and;
 - (2) suitable facilities and means are used for the provision of the training.
- (e) The aerodrome operator shall:
 - (1) maintain appropriate qualification, training and proficiency check records to demonstrate compliance with this requirement;
 - (2) on request, make such records available to its personnel concerned; and
 - (3) if a person is employed by another employer, on request, make such records of that person available to that new employer.
- (f) Temporary reduction of the level of protection of the aerodrome's rescue and firefighting services, due to unforeseen circumstances, shall not require prior approval by the competent authority.